

**INTERNATIONAL LIFE SAVING FEDERATION**

**2020 ELECTIVE GENERAL ASSEMBLY**

# **NOTICE OF MEETING**

## To: The ILS Patrons

##  The ILS Founding President, Past-Presidents, Life Governor, Life Members

##  The President of ILS

##  The Vice-Presidents of ILS

 *The Members of the ILS Board of Directors & the Observer to the Board of Directors*

 *The Regional Secretaries*

 The Member Federations/Organisations: Presidents, Vice-Presidents, Secretary Generals, Treasurer Generals, Board Members, Delegates

 The Commission Chairs and Members, Committee Chairs and Members

 The ILS Grand Knights, Knights and Guests

 The ILS Partners

### Leuven, 01/03/2020

*Dear,*

We have the pleasure of inviting the people listed above to participate in the ILS Elective General Assembly and Lifesaving World Championships which will be held in Riccione (Italy) from 15 September to 5 October 2020.

*Please find enclosed:*

*In* ***appendix 1****: The tentative programme.*

*In* ***appendix 2****: The draft agenda of the General Assembly.*

*In* ***appendix 3****: The registration form*

*In* ***appendix 4****: The proxy form*

*In case you have proposals for additional agenda items, please send them to the ILS Headquarters before* ***22 June 2020****.*

*You will receive the preparatory documents for the Elective General Assembly before* ***22 July******2020****.*

*Please return your registration (appendix 3) as soon as possible and certainly before* ***22 July 2020.***

*The proxy form (appendix 4) should be returned before* ***1 September 2020****.*

*The statutory deadlines are summarised hereunder:*

***General Assembly Documents***

|  |  |  |
| --- | --- | --- |
| *Date* | *Bye-Laws periods* | *What* |
| *22 March 2020* | *6 Months* | *Bye-Law 3.5.2.B. The calling of the Elective General Assembly is made by the notice of meeting that includes the date and the place of the General Assembly as well as the draft agenda and any other such information considered necessary and useful.**Bye-Law 3.2. The Notice of Meeting is mailed six (6) months before the start of the Elective General Assembly.**Bye-Law 3.2. The Draft Agenda is mailed six (6) months before the start of the Elective General Assembly.* |
| *22 June 2020* | *3 Months* | *Bye-Law 3.2. Proposals to amend the Constitution or Bye-Laws are mailed three (3) Months before the start of the Elective General Assembly.* |
| *22 June 2020* | *3 Months* | *Bye-Law 3.2. Additional Agenda points must be received at least three (3) months before the start of the Elective General Assembly.* |
| *22 July 2020* | *2 Months* | *Bye-Law 3.2. The Preparatory Documents and the Refined Agenda are mailed to the ILS Members two (2) months before the start of the Elective General Assembly.* |
| *22 September**2020* | *Start* | *First day of the Elective General Assembly* |

*We thank you for doing your utmost to be present at this important meeting and look forward to seeing you in Italy.*

*Yours Sincerely,*

**

*Dr. Harald Vervaecke PhD*

*Secretary General*

*Appendices: 4.*

**APPENDIX 01**

**TENTATIVE PROGRAMME**

Please consult the latest programme on the Lifesaving World Championships Riccione 2020 website: <http://www.lifesaving2020.it>

|  |  |  |
| --- | --- | --- |
| **DATE** | **MEETINGS** | **CHAMPIONSHIPS** |
| Tue15/09 | Arrivals | **Masters** | Arrivals |  |  |  |  |  |  |
| Wed16/09 | Meeting ILS-LOC | Training |  |  |  |  |  |  |
| Thu17/09 |  | Training |  |  |  |  |  |  |
| Fri18/09 | Membership Com. MeetingLeadership Meeting | OpeningPool |  |  |  |  |  |  |
| Sat19/09 | Commission Meetings | Pool |  |  |  |  |  |  |
| Sun20/09 | Board of Directors (16-20)FIN Presidents Dinner | Pool |  |  | **National Teams** | Arrivals |  |  |
| Mon21/09 | ILS Regional Gen. Ass.LWC 2020 Opening Cer.Welcome Cocktail Party | Ocean | **Surfboats** | Arrival | TrainingOpening  |  |  |
| Tue22/09 | ILS General AssemblyBoard of Directors (20-24)ILS Gala Dinner | Ocean | Training | Training |  |  |
| Wed23/09 | ILS General AssemblyBoard of Directors (20-24) ILS Knights Dinner | OceanClosingParty | Training | SERC |  |  |
| Thu24/09 |  | Depart | OpeningOcean | Youth: OceanOpen: Pool |  |  |
| Fri25/09 |  |  |  | Ocean | Youth: OceanOpen: Pool | **Interclub** | Arrivals |
| Sat26/09 |  |  |  | OceanClosingParty | Youth: PoolOpen: Ocean | Training |
| Sun27/09 |  | **IRB** | Arrival | Depart | Youth PoolOpen OceanClosingParty | Training |
| Mon28/09 |  | Training | **Beach Run** | Training | Depart | SERCOpening |
| Tue29/09 |  | Training | Youth |  |  | Youth: OceanOpen: Pool |
| Wed30/09 |  | National | Youth |  |  | Youth: OceanOpen: Pool |
| Thu1/10 |  | Interclub | Training |  |  | Youth: OceanOpen: Pool |
| Fri2/10 |  | InterclubClosingParty | Open |  |  | Youth: PoolOpen: Ocean |
| Sat3/10 |  | Depart | Open |  |  | Youth: PoolOpen: Ocean |
| Sun4/10 |  |  |  |  |  |  | Youth: PoolOpen: OceanLWC ClosingParty |
| Mon5/10 | Departures |  |  | Depart |  |  | Depart |

**APPENDIX 02**

**2020 ELECTIVE GENERAL ASSEMBLY**

**22-23 SEPTEMBER 2020**

**RICCIONE – ITALY**

**DRAFT AGENDA**

1. Welcome
2. Honouring the departed
3. Roll call and quorum
4. Meeting procedures
5. Information on the 2020 Lifesaving World Championships
	1. Meetings and social
	2. Competitions
6. Approval of the Agenda
7. Approval of the Minutes of the previous Elective General Assembly in 2016
8. Acceptance of new Full Members
9. Activity report of the ILS President
10. Activity report of the ILS Secretary General and the ILS Headquarters
11. Activity reports of the ILS Vice-Presidents
	1. Africa
	2. Americas
	3. Asia-Pacific
	4. Europe
12. Activity reports of the Commissions and Committees
	1. Drowning Prevention Commission
	2. Rescue Commission
	3. Sport Commission
	4. Business Commission
13. Finances
	1. Financial report and balance sheets of the former years (2016-2019)
	2. Report of the ILS auditors (2016-2019)
	3. Report on the finances in the current year (2020)
	4. Draft budgets for the coming years (2021-2024)
	5. Membership Fees (2021-2024)
14. Activity reports of the Chancellery – Order of Lifesaving
15. Progress reports of the Lifesaving World Championships in 2022 and 2024
16. Progress report of the World Conference on Drowning Prevention in 2021 and 2023
17. Proposed Strategic Framework 2021-2024
18. Proposed Membership Fees for 2021-2024
19. Proposed organisational structure 2021-2024
20. Proposed amendments to the Constitution
21. Proposed amendment to the Bye-Laws
22. Elections: appointment of an interim chair, discharge the current board of directors, election of the ILS President and election of the ILS Secretary General
23. Ratification of the new Board of Directors
24. Ratification of the ILS Legal Advisor and Financial Advisor
25. Election of two financial examiners (internal auditors)
26. Ratification of the Chair, Secretary and voting members of the ILS Commissions
27. Calendar of activities and useful information
28. Miscellaneous
29. Closure

**APPENDIX 03**

**2020 ELECTIVE GENERAL ASSEMBLY**

**REGISTRATION FORM (\*)**

To be completed and returned before the deadline of **22 July 2020**:

To: International Life Saving Federation’s Headquarters - E-mail: ils.hq@telenet.be

|  |  |
| --- | --- |
| Name and Forename |  |
| Organisation |  |
| Country |  |

|  |  |  |
| --- | --- | --- |
| **Date** | **Meetings (\*)** | **Attending****Yes/No** |
| 19/09 | ILS Commission/Committee Meetings |  |
| 20/09 | ILS Board of Directors Meetings (outgoing) |  |
| 21/09 | Regional General Assemblies |  |
| 22/09 | ILS Elective General Assembly |  |
| 23/09 | ILS Elective General Assembly |  |
| 23/09 | ILS Board of Directors (incoming) |  |

(\*) If a participant is wishing to be accompanied by a translator, we request that besides the participant sheet, one extra sheet be filled in for each translator and returned to the ILS Headquarters by 15 August 2020.

## **APPENDIX 04**

**INTERNATIONAL LIFE SAVING FEDERATION**

**2020 ELECTIVE GENERAL ASSEMBLY**

**PROXY FORM**

To be returned to the ILS Headquarters before **1 September 2020**.

The Elective General Assembly is composed of Full (Voting) Members. Each Full Member may be represented by no more than three persons who are members of the Full Member. The first person has speaking and voting rights on behalf of the Full Member whilst the other persons have only speaking rights. Each Full Member has one vote.

|  |
| --- |
| **ORGANISATION**:  |

|  |
| --- |
| **MY ORGANISATION WILL BE PHYSICALLY PRESENT AT THE 2020 GENERAL ASSEMBLY AND WILL BE REPRESENTED BY:** |
| First name and NAME |  |
| First Name and NAME |  |
| First Name and NAME |  |

|  |
| --- |
| **MY ORGANISATION CANNOT PHYSICALLY BE PRESENT, BUT WILL BE PRESENT THROUGH ELECTRONIC MEANS AND WILL BE REPRESENTED BY:** |
| First name and NAME |  |

|  |
| --- |
| **MY ORGANISATION WILL NOT BE PRESENT AT THE 2020 ELECTIVE GENERAL ASSEMBLY** |
| My Organisation gives the proxy vote to the following Full Member Organisation of ILS:I understand that this proxy is for the sole purpose of attaining quorum at the Elective General Assembly to be held in Riccione - Italy on 22 and 23 September 2020. |
| NAME |  |

Name and signature of a duly authorised representative

NAME and Forename:

Function:

Signature: